

1. General.

a. Operational Support (OS) is a category of voluntary duty that includes Active Duty for Operational Support (ADOS) with several subcategories and Full-time National Guard Duty- Operational Support (FTNGD-OS).

b. ADOS is an authorized voluntary tour of active duty (AD) performed pursuant to Title 10 United States Code (U.S.C.) § 12301(d), which is other than Active Guard Reserve (AGR) duty.

c. The purpose of ADOS is to provide the necessary skilled manpower assets to support existing or emerging requirements.

d. Full-time staffing shortfalls and command and control duties are not justifiable reasons for ADOS- requests.

e. ADOS in support of the Reserve Components is known as ADOS-RC and is paid from Reserve Personnel Appropriations (RPA) or National Guard Personnel Appropriation (NGPA) funds. ADOS in support of the active force is known as ADOS-AC and is paid from Military Personnel Army (MPA) funds.

f. ADOS-RC appropriations will not be used to fund duty that meets the requirements of other training duty (OTD).

g. ADOS-RC and ADOS-AC are not interchangeable. ADOS-AC will not be used for support of RC missions, and ADOS-RC will not be used to accomplish Regular Army (RA) missions.

h. ADOS-RC is authorized for RC Soldiers supporting RC operational missions above and beyond the RC unit's normal mission (i.e. exercises, projects, or conferences). These are limited to non-contingency missions.

i. ADOS-RC will not be used:

(1) As a career accession program.

(2) For long-term staff augmentation or to evade manpower ceilings.

(3) For a task or mission within peacetime duties of military or civilian, personnel attending long-term schools (30 days or longer) including Professional Military Education (PME) will be released from current ADOS tour to attend.

(4) As a mode of training, to include attendance at professional development training courses. Experience gained or enhancement of a Soldier's mobilization readiness is not a deciding consideration in determining whether ADOS-RC is

warranted, although training may occur in the conduct of ADOS-RC.

j. ADOS tours must be fully documented. Approving authorities will retain tour documentation and justification for the current and previous fiscal year (FY).

k. Soldiers remain a mobilization asset to the parent unit while performing ADOS-RC duty.

l. For General Officer tours of Active Duty (AD) refer to AR 135-156.

## 2. Roles and Responsibilities.

a. The Chief, National Guard Bureau (CNGB), or the Director, ARNG, if so delegated will:

(1) Fill approved positions and issue ADOS-RC orders.

(2) Issue ADOS-RC orders for ARNG Soldiers that are funded by National Guard Personnel Appropriations (NGPA).

(3) Compile and submit ADOS reports as identified in para 1-7 of AR 135-200 to the Deputy Chief of Staff (DCS), G-1 (DAPE-PR and DAPE-MP).

b. The Chief, National Guard Bureau:

(1) Manages ADOS-RC.

(2) Maintains administrative controls within Tour of Duty (TOD) permissions.

(3) Provides ADOS-RC policy and guidance to the National Guard.

c. The ARNG Chief of Staff:

(1) The ADOS Program will remain within the ARNG CoS portfolio. Oversight and requirements determination will remain under ARNG CoS control.

(2) Verify requirements remain within budget limitations to ensure program viability amid fiscal year funding constraints and continuing resolution uncertainties.

d. The ARNG G-3/5/7 (ADOS & Administrative Resources Branch): Administer TOD functions, publish ADOS orders, ensure documentation meets audit requirements, and provide resource management.

e. The ARNG Human Capital Management (HCM) will facilitate Soldier in-processing requirements to update Soldier personnel and pay records.

3. Applicant Qualifications. An applicant for an ADOS-RC tour must, at a minimum:

a. Meet the medical fitness standards prescribed in AR 40-501 and be coded Medical Readiness Class (MRC) MRC1 or MRC2 in accordance with AR 40-502.

b. Meet the Army weight control standards and body composition standards in AR 600-9.

c. Have a valid Army Combat Fitness Test (ACFT).

d. Have a current periodic health assessment. Exceptions to this requirement are possible when the Soldier has not had access to a military physician.

e. Have or be able to gain and retain the required security clearance.

f. Meet grade and skill requirements.

g. Have a current human immunodeficiency virus (HIV) screening in accordance with the requirements of AR 600-110.

h. Not have Suspension of Favorable Personnel Actions (flag) per AR 600-8-2.

i. Not be within six months of mandatory removal date (MRD) or expiration term of service (ETS) on the tour's report date.

j. Have not received any adverse action such as a letter of reprimand, reduction in rank, not currently under investigation for any civil or military incidents, non-judicial punishment, court martial within two years of the tour's report date. Not been involuntarily released by an Active Service Management Board (ASMB), Release from Active Duty (REFRAD) board, or Tour Continuation Board (TCB) at any time during career.

4. Application. Tour of Duty (TOD) is the repository for Soldiers to search for active duty tours for which they are qualified to apply. Soldiers must apply for ADOS-RC positions through TOD. This program contains the requirements to advertise a position for fill. Should TOD become obsolete, the same procedures will apply to the Army system of choice. The following documents are required for ADOS-RC tour applicants:

a. TAG Release. The Adjutant General (TAG) or the Commanding General of D.C must provide the Soldier with a letter of release.

b. Security Clearance Verification. All applicants whose position requires a valid security clearance, must upload verification from the State/Territory/D.C security

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manager indicating the applicant's clearance level, dated no more than 60 days from the tour start date.

c. Retirement Points Assessment (NGB Form 23A). Retirement points assessment, must be current within 60 days of the application date.

d. Statement of Service (DA Form 1506). All Soldiers must have an accurate accounting for all AD service prior to submitting for an OS tour. This information will be used to determine accurate active service and must be signed by the Soldier.

e. Army Combat Fitness Test Scorecard (DA Form 705). New hire requests must contain a valid record passing ACFT. Two valid record passing ACFTs must be submitted for Soldiers who were serving on Title 10 ADOS-RC or Title 32 FTNGD-OS orders during the previous 12-month period.

f. Body Composition Worksheet (DA Form 5500 or 5501). A body composition worksheet is required within 60 days of the ADOS-RC application date for Soldiers who do not meet height and weight standards. Army Directive 2023-08 (Army Body Fat Assessment Exemption for Army Combat Fitness Test Score), or current reference document, applies if applicable.

g. Physical Profile (DA Form 3349). Soldiers on a temporary profile are ineligible to start ADOS-RC tours. Soldiers with Permanent Level 3 (P3) or Permanent Level 4 (P4) profiles must submit a copy of DA Form 3349 and Medical Review Board Results.

h. Individual Medical Readiness (IMR) Record. Soldiers must upload the latest copy of their IMR to validate they have a current periodic health assessment (PHA) and human immunodeficiency virus (HIV) screening.

i. ARNG-CSZ-SM ADOS Packet Checklist. The Division Force Requestor (DFR) is responsible for the completion and upload of all documents.

j. Any approved waivers or exception to policy memorandums.

k. ADOS Verification Worksheet for current TOD position application.

l. Policy and Regulations for Army National Guard Members performing ADOS-RC Duty Developmental Counseling Form (DA Form 4856).

## 5. Long-term Use of Voluntary Soldiers.

a. ADOS is not a career accession or progression program.

b. ADOS tours (excluding counterdrug) that will cumulatively exceed 5 years (1,825 days) in the previous 6 years (2,190 days) are not authorized without approval of the

appropriate authority.

(1) "1,825 Rule": Soldiers will not exceed 1,825 days of ADOS in a 2,190 day rolling window without ARNG Chief of Staff (CoS) approval. Approvals are valid up to the end of the current fiscal year of request or if funding is available to cover the approval period. Each Divisions funding differs so each OPR must verify against their budget plans. Approved ETPs are not funded through the Chief of Staff (CoS) and are not valid to cover multiple fiscal years.

(2) The rule of a Reserve Component Soldier serving a cumulative total of 1,825 days within 2,190 days is considered a rolling window pursuant to Title 10 U.S.C § 115. Any break in service during this period would allow a window of time to "fall off." If a Soldier remained off orders for the entire duration of 1,825 days this would show when entering a new tour that they appear to start over in days. The days performed will always be there, depending on the calculations at the time of coming on tour. Involuntary mobilization does not count and would allow the Soldier to continue serving and buy back time.

(3) Soldiers are accountable against ARNG AGR end strength when the threshold is crossed pursuant to Title 10 U.S.C § 115. The approval authority is responsible for balancing ADOS-RC 1,825 waiver requests against ARNG AGR end strength. OPRs will manage personnel to ensure such waiver requests are minimized.

6. Any exceptions not stated in policy must be sent through command channels and routed through the Chief of Staff, ARNG office (ARNG-CSZ-SM) to the ARNG Personnel Policy Division (ARNG-HRH-M). Address all requests to the Director, Army National Guard, ATTN: ARNG-HRH-M, 111 South George Mason Drive, Arlington, VA 22204-1373. Requests must arrive at least 45 business days in advance of the tour start date, or it may be returned without action.

7. Chief of Staff (CoS), ARNG Approval. CoS, ARNG approval is required for:

a. All Soldiers (excluding Counterdrug), who request to serve on ADOS-RC orders for more than 5 years (1,825 days) in the previous 6 years (2,190 days). Soldiers whose service exceeds the 5-year rule (1,825 days) will be counted against ARNG AGR end strength, consistent with pay appropriations, pursuant to Title 10 U.S.C. § 115.

b. All Soldiers (excluding Counterdrug) requesting to serve on ADOS-RC orders for more than 6 continuous years. A Soldier who has completed 6 or more continuous years of active service (AS) is entitled to separation pay computed under Title 10 U.S.C. §1174. Qualification for separation pay is negated when there is at least a 31-day break in service before completion of the sixth year of continuous AS. Separation pay will be recouped from the Soldier's retirement pay.

c. Lieutenants requesting an ADOS-RC tour within the National Guard Bureau

Directorates, with the exception of Lieutenants who meet one of the following criteria:

(1) CoS, ARNG approval is NOT required for Military Intelligence Lieutenants to serve on ADOS-RC when performing operational intelligence support through the Funded Reimbursable Authority (FRA) program.

(2) CoS, ARNG approval is NOT required for Lieutenants with the following occupational specialties, if the ADOS-RC duty description aligns with their specific area of concentration: Medical Corps, Judge Advocate General, Finance, and Chaplain Corps.

d. Soldiers selected for release by an Active Service Management Board (ASMB), Release from Active Duty (REFRAD) board or Tour Continuation Board (TCB) are not eligible for a Title 10 ADOS-RC tour within the National Guard Bureau Directorates without an approved ETP from the CoS, ARNG.

e. The involuntary release of a Soldier from ADOS-RC duty for one of the reasons listed in paragraph 15(a) of this policy.

8. Counterdrug Tours. The approval authority for all waiver or ETP requests for Counterdrug Soldiers is the first General Officer in the NGB-J3. All waiver or ETP requests must be reviewed and approved on a case-by-case basis.

9. Orders.

a. The start date of orders will align with the ARNG OPR or the Command funding a Soldier's position IAW the schedule cited in Enclosure 3.

b. The Department of the Army Mobilization Processing System (DAMPS) will generate orders once all required documents are loaded in TOD.

c. Orders start dates must be coordinated through the Resource Integration Division (ARNG-RI) Capabilities Branch for TDY funding requirements.

d. NGB issues ADOS-RC orders in the format prescribed in NGR 310-10.

(1) Orders must state Title 10 U.S.C. 12301(d) as the authority.

(2) The AD commitment or period of AD will be expressed as a period of time (such as 11 days, 3 months).

(3) The specified report date and end date prescribed by NGB will be shown, however, the effective date of entry on AD will not be shown.

e. Soldiers on ADOS-RC orders may be released before their orders termination

date based on the needs of the Army.

f. Orders pertaining to officers, including amendments, will include the statement, "Officer will not be placed on the Active Duty List during this period of active duty, regardless of its duration."

g. Orders will not exceed 365 days, with the exception of the Counter Drug (CD) Program. The CD program is authorized to publish multiyear orders.

h. Orders will comply with the appropriate entitlements and restrictions according to the Department of Defense Financial Management Regulation (DoDFMR), JTR, and all other policies. Any duty performed for 180 days or more requires a PCS and per diem is not authorized without an ETP approved by the DCS, G-1 (DAPE-PR).

i. Orders will clearly state the organization to which a Soldier is attached or assigned.

j. Orders must state the Soldier is subject to the Uniform Code of Military Justice (UCMJ).

k. Orders will not be issued for extended periods if it is known at the time that the service member will need to have orders curtailed during the tour.

l. Orders may not be broken or divided to allow the continued payment of TDY entitlements that are not directly required by the mission.

m. Soldiers performing duty under the authority of Title 10 U.S.C § 12301 (d) will perform only duties that are specific requirements of the mission for which they were ordered to duty.

n. Orders will not be amended, curtailed, or divided for multiple periods for any Title 10 USC § 12301 (d) order for the purpose of avoiding pay for typical non-duty days.

o. All Soldiers on orders for more than 180 days will take a record ACFT twice a year, with at least a 4-month break between each test.

10. Drill. Pursuant to 32 U.S.C. § 325, Service Members are relieved from duty in the National Guard of their State when ordered to active duty. Thus, there is no authority to order an individual on a Title 10 tour of duty to attend IDT or AT as described in 32 U.S.C. § 502(a). However, Soldiers on ADOS-RC may participate in training with their State unit during scheduled IDT/AT periods, provided they volunteer to participate and the following conditions are met.

a. Soldiers on Title 10 ADOS-RC orders may not exercise any form of command authority over Soldiers in a Title 32 status. Personnel assigned as Commanders of

State/Territory/D.C. ARNG Commanders are not authorized to serve on Title 10 ADOS-RC orders (Commanders may apply for ADOS-RC tours, but their Command appointment must be terminated upon starting such a tour). CDRs, first sergeants (1SGs), and CSMs should perform ADOS-RC duty in support of their assigned position. If performing duty in any other capacity, he or she must be reassigned prior to start of ADOS-RC tour with approval from the MSC CDR.

b. The first Colonel/O-6 in the chain of command under which the Service Member is performing active duty must approve participation in the training.

c. Participation in IDT or AT must not interfere with the duties the Service Member performs under the authority of 10 U.S.C. § 12301(d). will not change and they will remain on Title 10 ADOS-RC during designated periods of AT or IDT.

d. The Title 10 duty location and the Title 32 training locations must be within the local commuting distance as defined in reference n. The CoS, ARNG is the approval authority for travel exceptions, except for military intelligence personnel serving on Funded Reimbursable Authority (FRA) who require approval from their State/Territory/or D.C. and the supported organization.

11. Eligibility for Promotion. Soldiers performing ADOS tours are considered for promotion under the provisions of AR 600-8-19 for Enlisted and NGR 600-100 for Officers. The respective States or Territories remain the promotion and orders-issuing authority for ARNGUS Soldiers. When the Soldier has been recommended for unit or position vacancy promotion the request will include paragraph and line number information and it will also be noted in the remarks section of the orders. Soldiers currently serving on ADOS tours are managed by their respective State or Territory and will not be promoted against a Title 10 AGR authorization. The ADOS tour is not a career program and the Soldier is not assigned against a valid Title 10 AGR TDA position.

12. Medical Conditions. In accordance with the provisions of AR 635-40:

a. A Soldier identified within the first 30 days of an ADOS-RC tour as having a medical condition which existed before the Soldier's entrance on active duty, and does not meet medical retention standards, may have their orders curtailed.

b. A Soldier who develops a medical condition after the initial 30 days of their tour which prevents them from meeting medical retention standards will be tracked until the condition is resolved and the Soldier is returned to duty (RTD), or entered into the Physical Disability Evaluation System. These Soldiers must be retained on orders if appropriate medical processing actions are not completed before the tour end date.

13. Evaluations. In accordance with AR 623-3, evaluations for ADOS-RC Soldiers will follow active Army guidelines for evaluation reports. A rating scheme will be established and required counseling will be conducted.

14. Administrative Management. All Soldiers reporting for ADOS in a Federal status (Title 10 U.S.C.) are subject to the Uniform Code of Military Justice (UCMJ) as administered by the organization to which they are attached for duty. In accordance with AR 135-200, Soldiers can be involuntarily extended on orders for administration of the UCMJ.

15. Release from ADOS Orders

a. Involuntary Release. CoS, ARNG is the approval authority for the involuntary release of a Soldier from ADOS-RC duty for the following reasons:

(1) Funding. ADOS-RC program manning is subject to available funds.

(2) Mission Requirements. A change in mission requirements results in no further need for the Soldier's skills and/or pay grade.

(3) Deployment. Soldiers remain a mobilization asset to the parent unit, subject to recall while performing ADOS-RC duty.

(4) Medical. A Soldier identified within the first 30 days of an ADOS-RC tour as having a medical condition that existed before the Soldier's entrance on active duty, who does not meet medical retention standards, may have orders curtailed.

b. Involuntary Release Process. When the release of a Soldier back to the parent unit is warranted for one of the reasons listed in paragraph 15 (a) of this policy, and discharge from the Service is not required, the following steps must be followed:

(1) The sponsoring organization will notify the Soldier in writing utilizing DA Form 4856 that he/she is being recommended for involuntary release from ADOS-RC duty. The counseling statement will include the reason for release.

(2) The Soldier has 15 business days from the date of notification to respond, if desired.

(3) The sponsoring organization must forward a DA Form 4187 request for release and supporting documentation through the chain of command. A recommendation of approval or disapproval will be made at each level.

(4) ACFT or Height/Weight Failure. A Soldier who fails to pass ACFT or meet body composition standards may have orders curtailed.

(5) The packet is sent to the office of the Chief of Staff for processing by (ARNG-CSZ-SM) and consideration by the CoS, ARNG.

(6) The CoS, ARNG is the final approval authority.

(7) Performance. ARNG-HQBN will refer cases where a Soldiers' conduct, degree of efficiency, or manner of performance is seriously deficient to a board of three officers appointed to consider the recommendations for involuntary release. The board will determine if Soldiers will be retained or released. ARNG HQBN will submit packets to HRP for convening of board and prescribe the proceedings. The board's decision will be final. Orders for release will be processed after ARNG-HRP has performed an administrative review of the proceedings.

(8) If leadership within an ARNG Division or OPR determines that a Soldier's conduct, degree of efficiency, or manner of performance is seriously deficient, they will make a written recommendation to ARNG-HCM for the involuntary release of the Soldier. ARNG-HCM will make a written recommendation to the ARNG-CoS for the Soldier's case to be reviewed by a retention panel of three (3) officers appointed to consider the recommendation for involuntary release. The ARNG-CoS shall convene the board and prescribe the proceedings. The retention panel will be conducted by ARNG-HRP and the panel members will determine if Soldiers will be retained or released. The panel's decision will be final and will be referred back to the ARNG-CoS office to facilitate the recommendation of the panel. Orders for release will be processed after ARNG-HCM has performed an administrative review of the proceedings. Please see enclosure for example of the memo to be sent from the ARNG CoS to ARNG-HRP to convene the panel.

c. Voluntary Release. A Soldier may request early release from ADOS-RC duty using DA Form 4187. The form must set forth the reason for the request and must be forwarded by the sponsoring organization to ARNG-CSZ-SM at least 30 days before the desired release date. This will allow adequate time for processing and the use of accrued leave. Voluntary release does not have to be granted.

16. Separation.

a. DD Form 214 will be issued on release from ADOS for a period of 90 days or more.

b. DD Form 220 will be issued on release from ADOS for a period of 90 days or less.

17. Reporting Requirements. HQDA OS strength accounting and reporting requirements will be met. ARNG-HRM will submit a monthly OS report to HQDA DCS, G-1 (DAPE-PR and DAPE-MP). The OS report will be submitted on the 15<sup>th</sup> of every month and report OS personnel numbers as of the last day of the previous month. For specific reporting requirements refer to AR 135-200, para 1-7.

18. Title 10 ADOS-RC Points of Contact.

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a. Army National Guard Chief of Staff office (ARNG-CSZ-SM), reviews TOD requests and publishes orders, Title 10 ADOS-RC Program Manager can be reached at 703-601-7397.

b. Personnel Policy Division (ARNG-HRH-M), processes ADOS-RC waiver and ETP requests requiring HQDA DCS, G-1 approval. Title 10 ADOS-RC Program Manager is Tammy L. Cochran @ tammy.l.cochran.civ@army.mil, ng.ncr.ngbarng.mbx.hrh-m@army.mil, or 703-607-3402.

c. Resources and Manpower Division (ARNG-HRM), OS strength reporting, Title 10 ADOS Program Manager can be reached at 703-607-7508.

19. Rescission. This policy rescinds:

a. National Guard Bureau, ARNG-HRH memorandum (Policy for Army National Guard (ARNG) Soldiers Performing Active Duty for Operational Support Reserve Component (ADOS-RC) Duty (PPOM #21-001) (Corrected Copy)), 1 March 2022

b. National Guard Bureau, ARNG-HRH memorandum (Policy for Army National Guard (ARNG) Soldiers Performing Active Duty for Operational Support Reserve Component (ADOS-RC) Duty (PPOM #21-001) (Updated Copy)), 26 January 2022

c. National Guard Bureau, ARNG-HRH memorandum (Policy for Army National Guard (ARNG) Soldiers Performing Active Duty for Operational Support Reserve Component (ADOS-RC) Duty (PPOM #21-001), 14 May 2021